



August 22, 2017

Sasha & Markrit Boghosian  
1636 Sheridan Road  
Glendale, CA 91206

**RE: 1636 SHERIDAN ROAD  
ADMINISTRATIVE DESIGN REVIEW CASE NO. PDR 1708976**

Dear Mr. and Mrs. Boghosian:

On August 22, 2017, the Director of Community Development, pursuant to the provisions of the Glendale Municipal Code, Title 30, Chapter 30.47, **APPROVED** your design review application to add a new 1,111 square-foot second-story to an existing one-story, 1,665 square-foot single-family house, originally constructed in 1956, on a 13,795 square-foot lot located in the R1R Zone, Floor Area District II, located at **1636 Sheridan Road**.

**CONDITIONS OF APPROVAL:**

1. That the applicant shall adhere to all of the recommendations identified in the Urban Forestry Department Comments dated May 31, 2017.
2. That the roof plan shall be revised to simplify the massing.
3. That a vertical window section detail shall be provided for the project.
4. That all new and existing windows shall comply with the City's Window Design Guidelines.
5. That the trash storage area be identified on the plans and located out of public view.
6. That the elevation drawings be revised to identify downspouts and gutters for staff review and approval.

**SUMMARY OF THE DIRECTOR OF COMMUNITY DEVELOPMENT'S DECISION**

**Site Planning** – The proposed site planning is appropriate to the site and its surroundings for the following reasons:

- The 1,111 square-foot second-story addition does not propose any alterations to the existing site planning as the addition is proposed on top of the westerly portion of the existing house.
- There is an existing oak tree located at the north elevation adjacent to the street-front property line and one oak tree located on the natural hillside at the rear of the property. The City's Urban Forestry Department reviewed the plans and did not cite any concerns with the proposal. Staff is recommending a condition of approval that the applicant adhere to all of the recommendations made by the Urban Forestry Department in their comments dated May 31, 2017 (Attachment # 5).

- The existing attached two-car garage and driveway will remain unchanged, and all existing landscaping, walls, and fences on-site will be maintained.

**Mass and Scale** – The proposed massing and scale are appropriate to the site and its surroundings for the following reasons:

- The second-story addition is located towards the southwesterly portion of the existing house and features a 22'-3" setback from the first floor at the north (front) elevation, and a 16'-7" setback from the first floor at the east (side) elevation. Along the west side elevation, the house will be setback 15'-1" from property line and adjacent neighbor.
- The current height of the one-story house is 13'-11" and with the new second story the overall height will be 21'-7" which will be an increase of 8'-6". The maximum height allowed in this zone for a house with a pitched roof is 35'-0".
- The scale and massing of the addition will be compatible with the existing house and neighboring properties. The deep setbacks will allow the addition to not be overbearing in relation to its neighbors.
- The existing house features gable roof forms with a 3:12 pitch. The second story addition will feature hipped roof forms which help minimize the massing of the addition with a 3:12 roof pitch to match the current conditions. A condition of approval requires that the roof plan be simplified at the north elevation to feature two hips instead of three.

**Building Design and Detailing** – The proposed design and detailing are appropriate to the site and its surroundings for the following reasons:

- Overall, the addition's design and detailing are appropriate and are consistent with the existing style of the residence through the use of the same materials, windows, and colors.
- The existing main entryway and front porch will remain unchanged as part of the proposal.
- The second-story addition will feature board and batten siding to match the existing house and smooth cement plaster.
- The new windows will be a combination of fixed and slider windows with clear glass throughout. The existing windows do not appear to be original and there are no permits on file. Conditions of approval require that the new and existing windows must comply with the City's Window Design Guidelines, and that a vertical window section detail be provided to staff that depicts the placement of the windows within the walls.
- The roof of the addition will be a composition shingle to match the existing house.
- The gutters, downspouts, and location of the trash storage area are not identified on the drawings. Conditions of approval require that the drawings be revised to identify these items.

**This approval is for the project design only. Administrative Design Review approval of a project does not constitute compliance with the Zoning Code and/or Building Code requirements. Please refer to the end of this letter for information regarding plan check submittal. If there are any questions, please contact the case planner, Vista Ezzati, at 818-937-8180 or via email at [VEzzati@glendaleca.gov](mailto:VEzzati@glendaleca.gov).**

### **RESPONSES TO COMMUNITY INPUT RECEIVED DURING COMMENT PERIOD**

Staff did not receive any community input during the comment period regarding this application.

## **APPEAL PERIOD (effective date), TIME LIMIT, LAPSE OF PRIVILEGES, TIME EXTENSION**

The applicant's attention is called to the fact that this grant is not a permit or license and that any permits and licenses required by law must be obtained from the proper City and public agency.

Under the provisions of the Glendale Municipal Code, Title 30, Chapter 30.62, any person affected by the above decision has the right to appeal said decision to the Design Review Board if it is believed that the decision is in error or that procedural errors have occurred, or if there is substantial new evidence which could not have been reasonably presented. It is strongly advised that appeals be filed early during the appeal period and in person so that imperfections/incompleteness may be corrected before the appeal period expires. Any appeal must be filed on the prescribed forms within fifteen (15) days following the actual date of the decision. Information regarding appeals and appeal forms will be provided by the Permit Services Center (PSC) or the Community Development Department (CDD) upon request and must be filed with the prescribed fee prior to expiration of the 15-day period, on or before **September 6, 2017** at the Permit Services Center (PSC), 633 East Broadway, Room 101, Monday thru Friday 7:00 am to 12:00 pm, or at the Community Development Department (CDD), 633 East Broadway, Room 103, Monday thru Friday 12:00 pm to 5 pm.

**APPEAL FORMS available on-line:** [www.glendaleca.gov/appeals](http://www.glendaleca.gov/appeals)

To save you time and a trip - please note that some of our FORMS are available on line and may be downloaded. AGENDAS and other NOTICES are also posted on our website. Visit us.

## **TRANSFERABILITY**

This authorization runs with the land or the use for which it was intended for and approved. In the event the property is to be leased, rented or occupied by any person or corporation other than yourself, it is incumbent that you advise them regarding the conditions and/or limitations of this grant.

**EXTENSION:** An extension of the design review approval may be requested one time and extended for up to a maximum of one (1) additional year upon receipt of a written request from the applicant and demonstration that a reasonable effort to act on such right and privilege has commenced within the two (2) years of the approval date. In granting such extension the applicable review authority shall make a written finding that neighborhood conditions have not substantially changed since the granting of the design review approval.

## **NOTICE – subsequent contacts with this office**

The applicant is further advised that all subsequent contact with this office regarding this determination must be with the case planner, **Vista Ezzati**, who acted on this case. This would include clarification and verification of condition compliance and plans or building permit applications, etc., and shall be accomplished **by appointment only**, in order to assure that you receive service with a minimum amount of waiting. You should advise any consultant representing you of this requirement as well.

If an appeal is not filed within the 15-day appeal period of the decision, plans may be submitted for Building and Safety Division plan check. **Prior** to Building and Safety Division plan check

submittal, approved plans must be stamped approved by Planning Division staff. **Any** changes to the approved plans will require resubmittal of revised plans for approval. **Prior** to Building and Safety Division plan check submittal, **all** changes to approved plans must be on file with the Planning Division.

An appointment must be made with the case planner, Vista Ezzati, for stamp and signature prior to submitting for Building plan check. Please contact Vista Ezzati directly at 818-937-8180 or via email at [VEzzati@glendaleca.gov](mailto:VEzzati@glendaleca.gov).

Sincerely,

PHILIP LANZAFAME  
Director of Community Development



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Urban Design Studio Staff

JP:ve

**City of Glendale  
Community Development Department  
Design Review Staff Report – Single Family Hillside**

<b>Meeting/Decision Date:</b> August 21, 2017	<b>Address:</b> 1636 Sheridan Road
<b>Review Authority:</b> <input type="checkbox"/> DRB <input checked="" type="checkbox"/> ADR <input type="checkbox"/> HPC <input type="checkbox"/> CC	<b>APN:</b> 5659-011-011
<b>Case Number:</b> PDR 1708976	<b>Applicant:</b> Sasha & Markrit Boghosian
<b>Prepared By:</b> Vista Ezzati, Planning Associate	<b>Owner:</b> Sasha & Markrit Boghosian

**Project Summary**

The applicant is proposing to add a new 1,111 square-foot second-story to an existing one-story, 1,665 square-foot single-family house (originally constructed in 1956) on a 13,795 square-foot lot located in the R1R (FAR District II) zone.

The proposed work includes:

- A new 1,111 square-foot second-story addition that will feature two new bedrooms and a new master bedroom and bathroom.
- The addition will feature board and batten siding to match the existing house.
- The proposal also includes an interior remodel of the first floor.

**Existing Property/Background**

Originally developed in 1956, the project site is a 13,795 square-foot interior lot with frontage on Sheridan Road. The site is currently developed with a 1,665 square-foot, one-story single-family residence with an attached two-car garage. The project site is accessed from Sheridan Road via an existing driveway. The project site is a rectangular shaped lot and slopes up from the street. The existing house is located on the relatively flat portion of the lot, and the new second-story will be constructed on top of the existing house.

**Staff Recommendation**

Approve     Approve with Conditions     Return for Redesign     Deny

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**Last Date Reviewed / Decision**

First time submittal for final review.  
 Other:

**Zone: R1R FAR District: II**

Although this design review does not convey final zoning approval, the project has been reviewed for consistency with the applicable Codes and no inconsistencies have been identified.

**Active/Pending Permits and Approvals**

None  
 Other:

**CEQA Status:**

- The project is exempt from CEQA review as a Class 1 "Existing Facilities" exemption pursuant to Section 15301 of the State CEQA Guidelines because the proposed addition to the existing structure will not result in an increase of more than 2,500 square-feet of floor area.
- The project is exempt from CEQA review as a Class 3 "New Construction or Conversion of Small Structures" exemption pursuant to Section 15303 of the State CEQA Guidelines because .
- Other:

**Site Slope and Grading**

None proposed

- Less than 50% current average slope and less than 1500 cubic yards of earth movement (cut and/or fill); no additional review required.
- 1500 cubic yards or greater of earth movement:
- 50% or greater current average slope:

**Comparison of Neighborhood Survey:**

	Average of Properties within 300 linear feet of subject property	Range of Properties within 300 linear feet of subject property	Subject Property Proposal
Lot size	19,749 sq. ft.	10,450 sq. ft. - 61,420 sq. ft.	12,690 sq. ft.
Setback	22'-5"	18'-0" - 25'-0"	20'-0"
House size	1,969 sq. ft.	917 sq. ft. - 4,089 sq. ft.	2,776 sq. ft.
Floor Area Ratio	0.13	0.03 - 0.34	0.22
Number of stories	17 out of 19 homes surveyed are one-story; 2 out of 19 homes surveyed are two-story	1 to 2 stories	2 stories

**DESIGN ANALYSIS**

**Site Planning**

Are the following items satisfactory and compatible with the project site and surrounding area?

**Building Location**

- yes    n/a    no

*If "no" select from below and explain:*

- Setbacks of buildings on site
- Prevailing setbacks on the street
- Building and decks follow topography
- Alteration of landform minimized

**Yards and Usable Open Space**

- yes    n/a    no

*If "no" select from below and explain:*

- Avoid altering landform to create flat yards
- Outdoor areas integrated into open space
- Use of retaining walls minimized
- Provide landscaping to reduce visual impact of retaining walls
- Decorative material used for retaining walls to blend into landscape and/or complement the building design

**Garage Location and Driveway**

- yes    n/a    no

*If "no" select from below and explain:*

- Consistent with predominant pattern on street
- Compatible with primary structure
- Permeable paving material
- Decorative paving

### Landscape/Hardscape Design

yes  n/a  no

If "no" select from below and explain:

- Complementary to building design and surrounding site
- Maintain existing trees when possible
- Appropriately sized and located
- Maximize permeable surfaces
  
- Stormwater runoff minimized

### Walls and Fences

yes  n/a  no

If "no" select from below and explain:

- Front yard maintains sense of openness
- Appropriate style/color/material
- Appropriately sized and located

### Determination of Compatibility: Site Planning

The proposed site planning is appropriate, as modified by any proposed conditions, to the site and its surroundings for the following reasons:

- The 1,111 square-foot second-story addition does not propose any alterations to the existing site planning as the addition is proposed on top of the westerly portion of the existing house.
- There is an existing oak tree located at the north elevation adjacent to the street-front property line and one oak tree located on the natural hillside at the rear of the property. The City's Urban Forestry Department reviewed the plans and did not cite any concerns with the proposal. Staff is recommending a condition of approval that the applicant adhere to all of the recommendations made by the Urban Forestry Department in their comments dated May 31, 2017 (Attachment # 5).
- The existing attached two-car garage and driveway will remain unchanged, and all existing landscaping, walls, and fences on-site will be maintained.

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### Massing and Scale

Are the following items satisfactory and compatible with the project site and surrounding area?

#### Building Relates to its Surrounding Context

yes  n/a  no

If "no" select from below and explain:

- Appropriate proportions and transitions
- Impact of larger building minimized

#### Building Relates to Existing Topography

yes  n/a  no

If "no" select from below and explain:

- Form and profile follow topography
- Alteration of existing landform minimized
- Retaining walls terrace with slope

**Consistent Architectural Concept**

yes    n/a    no

*If "no" select from below and explain:*

Concept governs massing and height

**Scale and Proportion**

yes    n/a    no

*If "no" select from below and explain:*

- Scale and proportion fit context
- Articulation avoids overbearing forms
- Appropriate solid/void relationships
- Entry and major features well located
- Avoids sense of monumentality

**Roof Forms**

yes    n/a    no

*If "no" select from below and explain:*

- Roof reinforces design concept
- Configuration appropriate to context

The front elevation (at the north) features three hipped roof forms that leads to a complex roof plan. Staff is recommending a condition of approval that this be simplified and feature two hipped roof forms which will also help the massing.

**Determination of Compatibility: Mass and Scale**

The proposed massing and scale are appropriate, as modified by any proposed conditions, to the site and its surroundings for the following reasons:

- The second-story addition is located towards the southwesterly portion of the existing house and features a 22'-3" setback from the first floor at the north (front) elevation, and a 16'-7" setback from the first floor at the east (side) elevation. Along the west side elevation, the house will be setback 15'-1" from property line and adjacent neighbor.
- The current height of the one-story house is 13'-11" and with the new second story the overall height will be 21'-7" which will be an increase of 8'-6". The maximum height allowed in this zone for a house with a pitched roof is 35'-0".
- The scale and massing of the addition will be compatible with the existing house and neighboring properties. The deep setbacks will allow the addition to not be overbearing in relation to its neighbors.
- The existing house features gable roof forms with a 3:12 pitch. The second story addition will feature hipped roof forms which help minimize the massing of the addition with a 3:12 roof pitch to match the current conditions. Staff is recommending a condition of approval that the roof plan be simplified at the north elevation to feature two hips instead of three.

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**Design and Detailing**

Are the following items satisfactory and compatible with the project site and surrounding area?

**Overall Design and Detailing**

yes    n/a    no

**Entryway**

yes    n/a    no

*If "no" select from below and explain:*

- Well integrated into design
- Avoids sense of monumentality



- Design provides appropriate focal point
- Doors appropriate to design

### Windows

- yes    n/a    no

*If "no" select from below and explain:*

- Appropriate to overall design
- Placement appropriate to style
- Recessed in wall, when appropriate

There are no permits on file for the existing windows on the house, and they do not appear to be original. The existing windows feature internal grids which is not consistent with the City's Window Design Guidelines. Staff is recommending a condition of approval that the existing windows be legalized to comply with the City's Window Design Guidelines. The drawings indicate that the windows visible from the street will feature a wood frame and sill with a recess. Staff is recommending a condition of approval that a vertical window section detail be provided to staff that depicts the placement of the windows within the walls.

### Privacy

- yes    n/a    no

*If "no" select from below and explain:*

- Consideration of views from "public" rooms and balconies/decks
- Avoid windows facing adjacent windows

### Finish Materials and Color

- yes    n/a    no

*If "no" select from below and explain:*

- Textures and colors reinforce design
- High-quality, especially facing the street
- Respect articulation and façade hierarchy
- Wrap corners and terminate appropriately
- Natural colors used in hillside areas

### Paving Materials

- yes    n/a    no

*If "no" select from below and explain:*

- Decorative material at entries/driveways
- Permeable paving when possible
- Material and color related to design

### Equipment, Trash, and Drainage

- yes    n/a    no

*If "no" select from below and explain:*

- Equipment screened and well located
- Trash storage out of public view
- Downspouts appropriately located
- Vents, utility connections integrated with design, avoid primary facades

The trash storage area, downspouts, and gutters are not shown on the drawings. Staff is recommending conditions of approval that the drawings be revised to identify these.

### Ancillary Structures

yes  n/a  no

If "no" select from below and explain:

- Design consistent with primary structure
- Design and materials of gates complement primary structure

### Determination of Compatibility: Design and Detailing

The proposed design and detailing are appropriate, as modified by any proposed conditions, to the site and its surroundings for the following reasons:

- Overall, the addition's design and detailing are appropriate and are consistent with the existing style of the residence through the use of the same materials, windows, and colors.
- The existing main entryway and front porch will remain unchanged as part of the proposal.
- The second-story addition will feature board and batten siding to match the existing house and smooth cement plaster.
- The new windows will be a combination of fixed and slider windows with clear glass throughout. The existing windows do not appear to be original and there are no permits on file. Staff is recommending conditions of approval that the new and existing windows must comply with the City's Window Design Guidelines, and that a vertical window section detail be provided to staff that depicts the placement of the windows within the walls.
- The roof of the addition will be a composition shingle to match the existing house.
- The gutters, downspouts, and location of the trash storage area are not identified on the drawings. Staff is recommending a condition of approval that the drawings be revised to identify these items.

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### Recommendation / Draft Record of Decision

Based on the above analysis, staff recommends **approval** of the project with **conditions**, as follow:

#### Conditions

1. That the applicant shall adhere to all of the recommendations identified in the Urban Forestry Department Comments dated May 31, 2017.
2. That the roof plan shall be revised to simplify the massing.
3. That a vertical window section detail shall be provided for the project.
4. That all new and existing windows shall comply with the City's Window Design Guidelines.
5. That the trash storage area be identified on the plans and located out of public view.
6. That the elevation drawings be revised to identify downspouts and gutters for staff review and approval.

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### Attachments

1. Location Map
2. Neighborhood Survey
3. Photos of Existing Property
4. Reduced Plans
5. Urban Forestry Department Comments, dated May 31, 2017